

JANEE SANFORD

THE MEDIA MAVEN



Experienced Journalist with a extensive background in delivering captivating visual, written and online pieces. Exceptional storyteller and interviewer. Recognized consistently for performance excellence and contributions to success in the broadcasting industry. Strengths in writing and editing backed by training in media. Working across diverse platforms, including Twitter, Facebook, Instagram. Looking to transition skills into media roles in the music industry. Promotions and Social media coordinator with over [12] years of successful experience in project management and marketing content. Clear understanding of creative writing and design. Motivated to learn, grow and excel in every level of the entertainment industry.

CONTACT

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JANEECHANELL@YAHOO.COM

INSTAGRAM|TWITTER:JANEECHANELL

SKILLS

- Social media strategy
- Marketing
- Web content development
- Copywriting
- Social Media (Facebook, Twitter, Instagram)
- Blogging
- Board operator
- Journalist
- Interviewing
- Hosting
- Live event set-up
- Music production
- Operating recording equipment
- Corporate blogging
- Project management
- Layout design
- Photo editing
- Final Cut Pro
- SOS/Analytics
- Market research
- Adobe Creative Suite
- Microsoft Word
- Field recording
- Team management
- Microphone usage
- Sound Editing
- Audio recordings
- Computer Speaking
- Production Planning

EXPERIENCE

PRODUCTION ASSISTANT

REVOLT TV|REVOLT SUMMIT|2021-PRESENT

- ASSISTED WITH COORDINATING WITH DIRECTORS, PRODUCERS.
- RUNNING ERRANDS, PAPERWORK, ORGANIZING SETS.
- RELAYING MESSAGES BETWEEN CREW MEMBERS AND HOSTS

MEDIA RELATIONS

THEORY COMMUNICATIONS | 11/2017-PRESENT

- COORDINATED AND EXECUTED EVENTS FOR CLIENT LOU WILLIAMS, A-LIST CELEBRITIES SUCH AS: QUEEN NAIIJ'S 90S THEME LISTENING PARTY, MEGAN THEE STALLION'S HALLOWEEN PARTY
- CREATED AND MAINTAINED MEDIA CONTACTS
- RESPONDED TO MEDIA INQUIRIES AND SUPPORT EVNT ORGANIZATION
- SOCIAL MEDIA MANAGER

PROMOTIONS, SOCIAL MEDIA COORDINATOR, ON-AIR, BOARD OPP

IHEARTMEDIA | 10/2018-PRESENT

- WORKING REMOTES FOR MULTIPLE STATIONS, ACTIVELY GETTING LISTENERS TO ENGAGE WITH US AT EVENTS. SOCIAL MEDIA CONTRIBUTOR FOR REAL 106.1 AND 96.5 KISS FM IN CLEVELAND OH
- CONDUCTED VARIOUS OF INTERVIEWS, SUCH AS: KAREN CIVIL, NIPSEY HUSSLE'S ALL MONEY\$ IN'S J.STONE AND MORE.
- POSTING CONTENT DAILY, SETTING UP EVENTS AND WORKING REMOTELY AT CONCERTS AND MOBILE PHONE STORES
- COMMUNICATING WITH CLIENTS OR EMPLOYERS ABOUT PROJECT EVENTS OR CAMPAIGN EXPECTATIONS AND GOALS.
- COLLABORATING WITH FINANCE TEAMS AND OTHER TEAM MEMBERS ON BUDGETING FUNDS FOR EVENTS
- DEPENDABLE TEAM PLAYER
- STAGE DIRECTOR FOR ANGELA YEE'S PODCAST "LIP SERVICE"(2019)

EDUCATION

BROADCAST JOURNALISM/MASS COMMUNICATIONS

THE OHIO MEDIA SCHOOL | 2016 - 2017

GPA: 4.9